

AGENDA of the Personnel Board of the Town of Burrillville to be held Tuesday, October 14, 2008 at 8:30 a.m. in the Burrillville Town Hall, 105 Harrisville Main Street, Harrisville, RI 02830.

MEMBERS PRESENT: Chairman James Moran, Valerie Leduc, Paul MacDonald, Charlotte Gabrielson – Alternate Member

MEMBERS ABSENT:

CALL TO ORDER:

APPROVAL OF MINUTES:

1. Approval of September 16, 2008 meeting minutes and dispense with reading of said minutes.

APPROVAL OF INVOICES / EXPENDITURES:

None

CITIZEN COMMENT:

UNFINISHED BUSINESS to be considered and acted on:

2. Discussion, consideration and action relative to alternative locations for pre-employment physicals.
3. Discussion, consideration and action relative to job descriptions.
4. Discussion, consideration and action relative to charging for police exams.
5. Discussion, consideration and action relative to scheduling Probationary Police Officer testing.
6. Discussion, consideration and action relative to the Jesse M. Smith Library hiring a part time Library Reference Department paraprofessional.
7. Discussion, consideration and action relative to the library job positions must be approved through the Personnel Board and voted in by the Town Council.

NEW BUSINESS to be considered and acted on:

8. Discussion, consideration and action relative to the upcoming vacancy for the position of Director of Public Works and Engineering Services.

9. Discussion, consideration and action relative to reviewing job description for the Director of Public Works and Engineering Services.

COMMUNICATIONS

GENERAL DISCUSSION

ADJOURN

The Town of Burrillville will provide accommodations needed to ensure equal participation. Please contact the Burrillville Town Clerk at least three (3) business days prior to the meeting so arrangements can be made to provide such assistance at no cost to the person requesting it. A request for this service can be made in writing or by calling (401) 568-4300 (voice) or "via RI Relay 1-800-745-5555" (TTY).